

[Doctor Name/Practice Name]
[Address Line 1]
[City, State, Zip Code]
[Phone Number]

[Date]

[Patient Name]
[Patient Address]
[City, State, Zip Code]

Dear [Patient Name],

We are writing to inform you that we have received the results of your recent laboratory tests performed on [Date of Test].

Your results show some values that are outside of the normal range. While these findings require follow-up, please do not be alarmed, as this is a routine part of your medical care to ensure your health is properly managed.

Please contact our office at [Phone Number] within the next [Number of Days] days to schedule a follow-up appointment with [Provider Name]. During this visit, we will discuss the results in detail and determine the next steps for your care.

If you have already scheduled a follow-up appointment, please keep that date and time as planned.

Sincerely,

[Doctor Name/Medical Assistant Name]
[Practice Name]